COMMITTEE ON PAPERS LAID ON THE TABLE
(2003-2004)

THIRTEENTH LOK SABHA

FOURTEENTH REPORT

[Action taken by Government on the recommendation/observation made by the Committee on Papers Laid on the Table in their Tenth and Eleventh Reports (Thirteenth Lok Sabha)]

LOK SABHA SECRETARIAT
NEW DELHI

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COMPOSITION OF THE COMMITTEE ON PAPERS LAID ON THE TABLE (2003-2004)

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3.	Shri Kanti Lal Bhuria		
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SECRETARIAT

Shri S.K. Sharma	-	Joint Secretary
Shri A.Louis Martin	-	Director
Shri Ashok Balwani	-	Under Secretary

INTRODUCTION

I, the Chairman of the Committee on Papers Laid on the Table, having been authorised by the Committee to present the Report on their behalf, present this Thirteenth Report on the action taken by Government on the recommendations/observations contained in the Tenth and Eleventh Reports (Thirteenth Lok Sabha) of the Committee on Papers Laid on the Table.

2. The Committee considered and adopted this Report at their sitting held on 27.10.2003.

PRASANNA ACHARYA
Chairman
Committee on Papers Laid on the Table

New Delhi

December, 2003
Agrahayana, 1925 (Saka)

REPORT

ACTION TAKEN BY GOVERNMENT ON THE RECOMMENDATIONS/ OBSERVATIONS MADE BY THE COMMITTEE ON PAPERS LAID ON THE TABLE IN THEIR TENTH AND ELEVENTH REPORTS (THIRTEENTH LOK SABHA)

The Recommendations/observations made by the Committee on Papers Laid on the Table in their Tenth and Eleventh Reports (Thirteenth Lok Sabha) and the action taken replies thereto furnished by the Government have been given in Appendices to this Report.

The Committee are happy to note that all the recommendations contained in the aforesaid reports have been accepted for implementation. The Committee trust that effective steps will be taken by the Ministries concerned to ensure that in future there is no delay in laying on the Table of the House the Annual Reports and Audited Accounts of the organisations under their administrative control.

PRASANNA ACHARYA
Chairman
Committee on Papers Laid on the Table

New Delhi

December , 2003
Agrahayana, 1925 (Saka)

APPENDEX – I

STATEMENT SHOWING ACTION TAKEN BY GOVERNMENT ON THE RECOMMENDATIONS/OBSERVATION OF THE COMMITTEE ON PAPERS LAID ON THE TABLE MADE IN THEIR TENTH REPORT (THIRTEENTH LOK SABHA)

Recommendation (Para No.1.8 of Tenth Report)

The Committee note that the Annual Reports and Audited Accounts of Delhi Public Library, Delhi for the year, 1991-92, 1992-93 and 1993-94 were laid on the Table of the House on 16.5.1997, 5.5.1997 and 16.5.1997 i.e. after a delay of about 52 ½ months, 40 months and 28 ½ months respectively.

Reply of Government

The observations of the Committee are a matter of record. During the oral evidence on 2.6.2000 it was admitted that there had been undue delay in laying the Annual Report of DPL for the years 1991-92, 1992-93 and 1993-94 on the Table of the House.

[Ministry of Tourism & Culture (Department of Culture) O.M. No.F.32-40/2002-Lib dated 30 July, 2002)]

Recommendation (Para No.1.9 of Tenth Report)

The Committee regret to note that the action for appointment of auditors was taken up as late as 3 to 4 months after close of the accounting year. The Committee feel that action for appointment of auditors could have been taken immediately after close of the accounting year to avoid delay. The Committee, therefore, recommend that the action for appointment of auditors should be taken well before close of the accounting year in future to avoid delay at this stage.

Reply of Government

The Department agrees with the observations made by the Committee. These have been brought to the notice of the Delhi Public Library. With the introduction of computers it will be possible to collect, retrieve and present the facts needed by the auditors well in time. In fact as will be seen in reply to subsequent recommendations, there has been considerable improvement in reducing the time in presenting the Library's Annual Reports and Audited Accounts on the Table of the House.

[Ministry of Tourism & Culture (Department of Culture) O.M. No.F.32-40/2002-Lib dated 30 July, 2002)]

Recommendation (Para No.1.10 of Tenth Report)

The Committee also regret to note that 2 to 15 months were taken by the Library in compilation of their accounts after close of the respective accounting year. The Committee feel that there had been total lack of effective and steady management in finalisation of the documents of the Library and the things have been allowed to take their own shape causing avoidable delay in finalisation of these documents. The recommendation made by the Committee in the past that the annual accounts should be compiled and handed over to auditors within 3 months after close of the accounting years has not been adhered to. The Committee take a serious view of the delay occurred at this stage and stress upon adhering to the recommendations of the Committee in its letter and spirit and do away with the practice of lethargic approach in finalisation of the documents in future.

Reply of Government

The observation of the Committee on Papers Laid on the Table has been taken note of and also conveyed to the Director DPL. A revised schedule for completion of all stages in printing the Annual Report has been prescribed as under:-

	Activity	**Time Schedule**
(i)	Date of submission of Annual Accounts to the Audit Paras	20th May
(ii)	Date of finalisation of Audit Report	20th July
(iii)	Date of approval by Board	20th August
(iv)	Printing to be completed	30th November
(v)	To be submitted to Department	15th December

[Ministry of Tourism & Culture (Department of Culture) O.M. No.F.32-40/2002-Lib dated 30 July, 2002)]

Recommendation (Para No.1.11 of Tenth Report)

The Committee further regret to observe that after handing over the documents for the years 1991-92 to 1993-94 to the auditors for auditing, the Delhi Public Library did not pursue them for early auditing and, therefore, the auditors took 9 to 21 months to complete the auditing of accounts. The Committee recommend that once the accounts are handed over to the auditors for auditing they must be pursued vigorously to complete the audit and furnish the audited accounts and audit certificate etc. to the Library for being laid on the Table of Lok Sabha.

Reply of Government

The Department regrets the inordinate delay in the auditing of accounts. Finalisation of audited accounts and availability of certified English and Hindi copies of the audited reports, however, fall within the jurisdiction of the CAG and the Department exercises no direct control over them to ensure that these are submitted within a reasonable time. However this Department assures the Committee on Papers that such delays shall not be allowed to recur and the system of monitoring the laying of papers shall be tightened further.

[Ministry of Tourism & Culture (Department of Culture) O.M. No.F.32-40/2002-Lib dated 30 July, 2002)]

Recommendation (Para No.1.12 of Tenth Report)

The Committee are unhappy to note that an inordinately long period of 16 ½ months, 10 ½ months and 19 ½ months was taken by the Library in finalisation of their Annual Reports for the years 1991-92, 1992-93 and 1993-94 respectively. This shows that the Delhi Public Library did not attach due seriousness and importance in finalisation of the documents and their laying on the Table of the House. The Committee feel that the Annual Report which contains only administrative matters of the Library and do not require scrutiny by any outside agency should be finalised within 6 months of the close of the accounting year.

Reply of Government

The recommendation of the Committee on Papers have been taken up in right earnest and as stated in reply of para 1.10 a fresh time schedule for completion of various stages involved in laying the Annual Report on the Table of the House has been finalised for strict compliance by all the organisations. All possible measures would be taken to ensure that there is no slackness.

[Ministry of Tourism & Culture (Department of Culture) O.M. No.F.32-40/2002-Lib dated 30 July, 2002)]

Recommendation (Para No.1.13 of Tenth Report)

The Committee further note that after finalisation of Annual Reports about 1 ½ months to 2 months were taken by the Library to get the Annual Reports and Audited Accounts approved from the AGM/General Body and further 4 to 11 months were taken in translation and printing of the documents. The Committee are of the opinion that with a view to eliminating delay on this account, the Library should convene Annual General Meeting immediately after receipt of the audited accounts from DAGCR. As regards translation and printing of the documents, arrangement should be made in advance and it should be ensured that the required number of copies of the Annual Reports and Audited Accounts are printed within the specified time so that no delay occur on this score in future.

Reply of Government

Director DPL has assured the Department that adequate copies of Annual Report and Audited Accounts will be supplied to the Administrative Ministry for timely presentation thereof on the Table of the House.

[M/o Tourism & Culture (Department of Culture) O.M. No.F.32-40/2002-Lib dated 30 July, 2002)]

Recommendation (Para No.1.14 of Tenth Report)

The Committee are shocked to note that the then Ministry of Human Resource Development (Department of Culture) took long period of 41 months and 32 months in preparing the "Review" and "delay Statement" for the years 1991-92 and 1992-93 respectively. The Committee fail to understand the undue time taken by the administrative Ministry just to complete the formalities involved in laying these documents after receipt of the same from the Library. The Committee would like to know the reasons for the delay occured at this stage and the action that has been taken or proposed to be taken by the Ministry to avoid such delay in future.

Reply of Government

The Department has already regretted undue delay in completing routine formalities. The Department again assures the Committee that such delays shall not recur and the system of monitoring the laying of Papers has been streamlined.

[Ministry of Tourism & Culture (Department of Culture) O.M. No.F.32-40/2002-Lib dated 30 July, 2002)]

Recommendation (Para No.1.15 of Tenth Report)

The Committee are also unhappy to note that the Annual Reports and Audited Accounts of Delhi Public Library for the years 1994-95, 1995-96, 1996-97, 1997-98 and 1998-99 have been laid on the Table on 4.8.1997, 4.8.1997, 2.12.1998, 4.5.2000 and 11.8.2000 i.e. after a delay of about 19 months, 7 months, 11 months, 17 months and 7 months respectively. However, these documents for the year 1999-2000* and 2000-2001 which were required to be laid on the Table by 31.12.2000 and 31.12.2001 have not so far been laid.

* Laid on 16.8.2001

Reply of Government

As noted by the Committee on Papers Laid on the Table of the House, the extent of delays in the last 10 years, in laying the Annual Report of DPL on the Table of the House has been as under:

1991-92	-	52 ½ months
1992-93	-	40 months
1993-94	-	28 ½ months
1994-95	-	19 months
1995-96	-	7 months
1996-97	-	11 months
1997-98	-	17 months
1998-99	-	7 months
1999-2000	-	8 months
2000-2001	-	7 months

[Ministry of Tourism & Culture (Department of Culture) O.M. No.F.32-40/2002-Lib dated 30 July, 2002)]

Recommendation (Para No.1.16 of Tenth Report)

The Committee recall their earlier recommendations made in para 7.8 of their Twentieth Report (8th L.S.) presented to Lok Sabha on 28 April, 1988 which states as follows:-

> "The Committee recommend that the Department of Culture should in consultation with the Delhi Library Board and the Director of Audit, Central Revenue chalk out a time schedule for compilation of accounts, auditing of accounts, holding the meeting of Delhi Library Board, translation, printing and submission of the annual reports and audited accounts of the Delhi Public Library to the Department of Culture for laying them on the Table of the House. The programme should be arranged in such a manner that these documents are laid on the Table within the prescribed period of 9 months from the close of the accounting year. The Committee also desire that the Department of Culture should always keep a close watch and properly monitor different stages of preparation of annual reports and accounts with a view to ensure strict compliance with the requirements as stipulated in the recommendations of the Committee."

In their action taken reply, the then Ministry of Human Resource Development (Department of Culture) vide their communication No.F.16-22/88/Lib.dated 27.7.1998 stated as follows:-

"Noted, Action has already been initiated to ensure that no undue delay is caused in laying the papers on the Table of Lok Sabha within the prescribed period of 9 months from the close of the accounting year.

Reply of Government

In view of the position stated in para 1.15, it will be seen that the efforts made in this direction are bearing fruits. The Department will like to reassure the Committee that there will be no slackening in these efforts.

[Ministry of Tourism & Culture (Department of Culture) O.M. No.F.32-40/2002-Lib dated 30 July, 2002)]

Recommendation (Para No.1.17 of Tenth Report)

In view of the inordinate delay in laying the documents of Delhi Public Library, on the Table of Lok Sabha, the Committee regret to note that the Members have been deprived to have a closer scrutiny of the accounts and feel that the above recommendation has not been adhered to. The Committee therefore, once again recommend that the whole matter relating to finalisation and laying of these documents should be looked into afresh. The Department of Culture in consultation with the Delhi Public Library must chalk out a fresh programme involving all the stages, as stated above, in finalisation of the documents and assign the job to sufficiently higher officers both in the Department of Culture and Delhi Public Library to oversee the progress made in this regard. A copy of the Programme so prepared may also be made available to the Committee for their information. In view of the assurance given during evidence by the Secretary, Department of Culture, the Committee hope that all steps would now be taken both by the Department of Culture and Delhi Public Library to lay these documents on the Table of Lok Sabha within stipulated period of 9 months after close of the accounting year.

Reply of Government

The finalisation of Annual Report is now being monitored at the high level in the Department. A fresh time schedule as indicated in para 1.10 has already been prescribed for completion of various stages.

[Ministry of Tourism & Culture (Department of Culture) O.M. No.F.32-40/2002-Lib dated 30 July, 2002)]

Recommendation (Paras Nos.2.10 to 2.13 – Tenth Report)

The Committee regret to note that the Annual Reports and Audited Accounts Victoria Memorial Hall, Kolkata for the years 1991-92 to 1994-95 were laid on the Table of Lok Sabha after a delay ranging from 16 months to 52 months.

The Committee feel that the plea taken by the Department of Culture that the Annual Reports and Audited Accounts of Victoria Memorial Hall, Kolkata for the years 1991-92 to 1994-95 could not be laid on the Table of the House because of strike and other reasons in the said Institute is not tenable since the Department of Culture did not bother to lay the "Delay Statement" on the Table enlightening the House the anticipated delay. The Ministry of Culture, Youth Affairs and Sports (Department of Culture) as a nodal Ministry has failed to perform its duty to keep the House informed about the state of affairs prevailing in that organisation. Even while laying these documents on the Table of the House, the Department has not laid "Delay Statement", as required, giving full details of dates of finalisation of documents in chronological order to enable the House to detect the delay occured at various stages of finalisation of the documents. The Committee would like to reiterate its recommendation made in para 1.20 of their Tenth Report (Sixth Lok Sabha) presented to Lok Sabha on 23 November, 1978 for meticulous compliance in future by the Department of Culture.

"1.20... The Committee recommend that in the "Statement of reasons for delay' Government should invariably indicate in chronological order the dates of finalisation of reports and accounts, their submission to audit, issue of Inspection Reports, replies given on points raised in the reports and finally the receipt of the audit report from the audit authorities so that the House may identify the stage and extent of delay and suggest remedial measure therefor.

The Committee are unhappy to note that the Annual Reports and Audited Accounts of Victoria Memorial Hall for the subsequent year 1995-96 have been laid on the Table on 27.7.1998 i.e. after a delay of about 19 months whereas these documents for the years 1996-97, 1997-98 and 1998-99 have been laid on the Table of Lok Sabha on 11.8.2000 i.e. after a delay of about 31 ½ months, 19 ½ months and 7 ½ months respectively. However, these documents for the year 1999-2000 and 2000-2001 which were required to be laid on the Table by 31.12.2000 and 31.12.2001 have not so far been laid.

In view of the assurance given by the Secretary, Department of Culture, during evidence tendered, the Committee trust that henceforth the Victoria Memorial Hall and Department of Culture will make sincere efforts to complete the documents in time in all respects so as to lay them on the Table of Lok Sabha within the prescribed period of nine months from the close of the accounting year. In order to achieve the desired results, the

Committee stress upon the Department of Culture and the Victoria Memorial Hall to draw up a time bound schedule in consultation with each other for completion of each and every stage involved in finalisation of the Annual Report and Audited Accounts of Victoria Memorial Hall and make some senior officer responsible both in the Department of Culture and Victoria Memorial Hall to watch and ensure adherence to the time schedule. A copy of the realistic time-bound schedule so prepared may also be furnished to the Committee.

Reply of Government

The Annual Report/Audited Accounts alongwith "Delay Statement" in respect of Victoria Memorial Hall, Kolkata for the year 1999-2000 have been laid in the Table of both the Houses of Parliament on 21.2.2002 regarding laying the Annual Report/Audited Accounts for the year 2000-2001, these documents were received from VMH, Kolkata on 31.7.2002. Hon'ble Minister (T&C) authenticated the referred documents on 8.8.2002. These documents will be laid on the Table of both the Houses of Parliament during Winter Session.

As recommended by the Committee, a time bound schedule for finalisation of the accounts and their auditing, compilation, translation, approval by the competent authority and printing, etc. has been noted for future compliance i.e. from 2001-2002. The time-bound schedule so prepared is as follows:-

VICTORIA MEMORIAL HALL, KOLKATA

Action Plan for preparation of Annual Accounts and Annual Report for the year 2001-2002.

1.	*Date when Victoria Memorial Hall approached the Audit Authority for auditing their accounts.*	*8.7.2002*
2.	*Date when the accounts of Victoria Memorial Hall were completed and ready for being handed over to the audit authority*	*20.6.2002*
3.	*Date of approval draft Accounts by E&FC as per new format supplied by CAG's office*	*28.6.2002*
4.	*Date of approval draft Accounts by BOT as per new format supplied by CAG's office*	*5.7.2002*
5.	*Date on which copies of the Annual Accounts for the year 2000-2001 will be supplied to the Audit*	*5.8.2002*
6.	*Duration of Audit of Accounts under Sec.20(1) CAG's (DPC) Act, 1971*	*Normally 20 working days 5.8.2002 to 29.8.2002*

7.	*Circulation inviting information from all units has since been issued*	*29.5.2002*
8.	*Probable date of completion of Audit*	*29.8.2002*
9.	*Probable date of Draft Audit Report*	*25.9.2002*
10.	*Probable date of receipt of final audit report (English version) from the director of Audit Central, Kolkata*	*30.10.2002*
11.	*Probable date of adoption/approval of the Annual Accounts along with the report on Audit by the Executive –cum-Finance Committee*	*November, 2002*
12.	*Probable date of compilation of Annual Report (English version)*	*November, 2002*
13.	*Probable date of forwarding of Annual Report to press*	*Middle of November, 2002*
14.	*Probable date of translation of Annual Report into Hindi*	*Middle of November, 2002*
15.	*Probable date of printing of both Hindi & English of Annual Report and Audited Accounts*	*1st week of December, 2002*
16.	*Probable date of dispatch of the Annual Report along with the Annual Accounts and Audit Report to the DOC*	*2nd week of December, 2002*

The concerned Under Secretary in the Department of Culture and the Secretary & Curator, VMH, Kolkata will be responsible to watch and ensure adherence to the time schedule from the year 2001-2002 onwards.

[Ministry of Tourism & Culture (Department of Culture) O.M. dated 8 October, 2002]

Recommendation

The Committee, therefore, reiterate their earlier recommendations made in para 3.5 of their First Report (Fifth Lok Sabha) for meticulous compliance both by the AICTE and the Ministry of Human Resource Development (Department of Education):-

"The Committee are of the opinion that normally the Annual Report and audited accounts of autonomous organizations should be presented to Parliament together to enable the House to have a complete picture of the working of that body. This decision should not be taken to imply that laying of reports and accounts could be delayed to any length of time. The Committee recommend that the Annual Report together with the audited accounts and audit report thereon for a particular year should be laid on the Table within nine months of the close of the accounting year unless otherwise stipulated in the Act or Rules under which the organisation has been set up. To comply with this requirement proper time schedule should be laid down for compilation of Annual Report and accounts and their auditing. The Committee feel that normally a period of 3 months would be sufficient for compilation of accounts and their submission to audit. The next six months might be given for auditing of accounts; for printing of the report and sending

it to the Government for laying. If for any reason the report, audited accounts and audit report cannot be laid within the stipulated period of nine months, the Ministry should lay within 30 days of expiry of the prescribed period or as soon as the House meets, whichever is later, a statement explaining the reasons why the report and accounts could not be laid within the stipulated period."

The Committee desire that in the light of their aforesaid recommendation, the AICTE in consultation with the Ministry of Human Resource Development (Department of Education) should chalk out a time bound programme for the various stages involved in finalisation of the documents. A copy of the programme so chalked out should be made available to the Committee. A senior officer both in the Ministry and AICTE should be entrusted the job to oversee the progress made at each stage of finalisation of the documents and all remedial measure should be taken to lay these documents on the Table of the House within the stipulated period of nine months after close of the accounting year in future.

[para no.3.14 to 3.15 of Tenth Report (13th L.S.)]

Reply of Government

In accordance with the recommendation of the Committee, the Annual Report and Audited Statement of Accounts of autonomous organisation receiving Grants-in-aid from the Central Government are required to be laid in both Houses of Parliament within a period of 9 months after the close of the financial year, i.e. by 31st December of every year. AICTE has been, from time to time, advised to comply with this requirement.

Time schedule for finalisation of the Accounts, submission of accounts to the Audit, Auditing of Accounts, furnishing clarification to the observation of Audit, obtaining Audit Certificate, Approval of the Annual Report along with the Audited Statement of Accounts by the Governing Bodies and finally submission of requisite number of copies of the documents both in English and Hindi version, etc., had already been intimated to AICTE. However, the same is again reiterated to AICTE with the instruction that a senior officer of the level of Adviser should be entrusted the job to oversee the progress made at each stage of finalisation of the documents and submission to the Ministry. Joint Secretary/Deputy Secretary concerned in the Ministry dealing with the matter related to AICTE entrusted with the responsibility should ensure laying of the Reports in both the Houses of Parliament within the stipulated date.

[Ministry of Human Resource Development (Department of Secondary & Higher Education) O.M. No. F.1-82/2002-TS.II dated 17 October, 2002]

APPENDIX-II

STATEMENT SHOWING ACTION TAKEN BY GOVERNMENT ON THE RECOMEMNDATIONS/OBSERVATIONS OF THE COMMITTEE ON PAPERS LAID ON THE TABLE MADE IN THEIR ELEVENTH REPORT (THIRTEENTH LOK SABHA)

Recommendation (Para No.1.12 of Eleventh Report)

The Committee regret to note that the auditors were appointed as late as on 27.6.1995 i.e. after 3 months of the close of the accounting year. The Committee feel that timely action for appointment was not taken by the CIWTCL which caused undue delay. This fact had also been admitted by the witness during evidence before the Committee. As per assurance given during evidence, the Committee hope that henceforth action for appointment of auditors would be taken much in advance of the close of the accounting year to avoid delay at this stage of finalisation of the documents.

Reply of Government

As per the assurance given to the Committee, the appointment by the Department of Company Affairs (upto 2000-2001) and thereafter by the Office of the CAG, of the Statutory Auditors of the Corporation, has been made much prior to the respective financial year. For the financial years 2000-01, 2001-02 and 2002-03, the appointments were made in January, 2001, December, 2001 and October, 2002 respectively.

[Ministry of Shipping (IWT Section) O.M. NO.WTC-13020/4/2000-2001 dated 13.2.2003)

Recommendation (Para No.1.13 of Eleventh Report)

The Committee are unhappy to note that the CIWTCL took more than 9 months in compilation of their accounts. The Committee are not satisfied with the reply furnished during evidence before the Committee that the frequent changes in incumbency till a regular Chairman of the Corporation was appointed on 9 October, 1996 had a chain effect resulting in consequential delay in finalisation of their documents. The Committee feel that compilation of accounts and other preliminary jobs related with finalisation of accounts etc. had nothing to do with the said frequent changes. Rather the staff involved in the process of compilation of accounts did not make sincere efforts and the things were allowed to take their own shape attracting delay. The Committee recommend that due importance and priority should be accorded to the finalisation of these documents within 3 months after close of the accounting year, the documents should be compiled and handed over to auditors for auditing to avoid delay at this stage.

Reply of Government

The Corporation has accorded top priority for compilation of Annual Accounts. As a result, the draft Accounts were compiled for the financial years 1999-2000, 2000-2001 and 2001-2002 in September, 2000, May, 2001 and June, 2002 respectively. Thereafter, the compiled Accounts were handed over to the Statutory Auditors.

[Ministry of Shipping (IWT Section) O.M. NO.WTC-13020/4/2000-2001 dated 13.2.2003)

Recommendation (Para No. 1.14 of Eleventh Report)

The Committee further regret to note that the CIWTCL finalized the Annual Report on 7.8.1996 i.e. after about 16 months of the close of the accounting year which shows the casual approach adopted by the CIWTCL in finalisation of the documents. The Committee feel that the Annual Report contains only administrative matter and should be finalized within 6 months of the close of the accounting year in future.

Reply of Government

Though the time-taken for finalisation of the Annual Report has been significantly reduced over the years, the Report which is a comprehensive survey of financial, physical and other issues of the Corporation spread over a particular financial year, could not be placed before the Shareholders in the Annual General Meeting (AGM) withough concurrent placement of the Annual Accounts along with the final comments on the Annual Accounts from the Office of the CAG. The AGMs adopting the Annual Accounts alongwith the Annual Report for the financial years 1999-2000, 2000-2001 and 2001-2002 were held in March, 2001 (12 months from the end of the financial year), December, 2001 (9 months from the end of the financial year) and 3.12.2002 (8 months from the end of the financial year). The final comments of the Office of the CAG on the Annual Accounts for those 3 years were received in March, 2001, December, 2001 and December, 2002, i.e. the months in which the respective AGMs were held.

[Ministry of Shipping (IWT Section) O.M. NO.WTC-13020/4/2000-2001 dated 13.2.2003)

Recommendation (Para No.1.15 of Eleventh Report)

The Committee further regret to note that the printed copies of the Annual Report and Audited Account were sent to the Ministry of Surface Transport by CIWTCL on 13.9.1996 but the Ministry took 2 months to prepare "Review" and "Delay Statement". The Committee feel that the Ministry did not give due priority to the laying of documents knowing fully well that they have already been delayed for laying. The Committee feel that such lethargic approach on the part of the Ministry of Surface Transport in preparing "Review" and "Delay Statement" is regrettable and should be avoided in future.

Reply of Government

It is regretted that the Ministry could not give due priority at that time during the preparation of "Govt. Review" and "Delay Statement" for laying the Annual Report and Audited Accounts of the Corporation for the year 1994-95. Now, concerned official have been assigned the duties with clear directions so that such incidents do not happen in future. Now, the Ministry has adopted a procedure to initiate preparation of "Govt. Review" and "Delay Statement" on the basis of the advance copy (i.e. before its Hindi translation and printings) received from CIWTC, which saves time .

[Ministry of Shipping (IWT Section) O.M. NO.WTC-13020/4/2000-2001 dated 13.2.2003)

Recommendation (Para No.1.16 of Eleventh Report)

The Committee also note that the Annual Reports and Audited Accounts of CIWTCL for the years 1995-96, 1996-97, 1997-98 and 1998-99 have been laid on the Table of Lok Sabha on 8.6.1998, 21.12.1998, 13.3.2000 and 25.7.2000 i.e. after a delay of about 17 months, 12 months, 14 ½ months and 7 months respectively. However, these documents for the years 1999-2000 and 2000-2001 which were due for laying by 31.12.2001 have not so far been laid on the Table. The Committee feel that the Annual Reports and Audited Accounts which are laid on the Table of the House with delay do not serve any purpose for the Members of Parliament as they are deprived of timely information to be used by them at the time of Demands for Grants of the Ministry concerned.

Reply of Government

It is true that the annual report and audited accounts of the CIWTCL for the years 1995-96, 1996-97, 1997-98 and 1998-99 were laid after a long delay. The Ministry has issued requisite directions to all the concerned. The annual report and audited accounts of the CIWTCL for the years 1999-2000 and 2000-2001 were laid on the Table of Lok Sabha on March/April, 2001 (i.e. 3-4 months after close of the financial year) and 13.3.2002 (i.e. 3 months after close of the financial year) respectively. It is for information that after taking such initiatives, the delay period has been curtailed. Lastly, it is for kind information that the annual report and audited accounts of the CIWTCL for the years 2001-2002 have already been laid on the Table of Lok Sabha on 18.12.2002 (i.e. within the stipulated period).

[Ministry of Shipping (IWT Section) O.M. NO.WTC-13020/4/2000-2001 dated 13.2.2003)

Recommendation (Para No.1.17 of Eleventh Report)

In view of the assurance given to the Committee by the representative of the Ministry of Surface Transport during evidence, the Committee feel that all possible remedial measures should be taken both by the Ministry of Surface Transport and CIWTCL, Calcutta to adhere to the period for laying reports and prepare a time bound action plan for finalisation and laying of the Annual Report and Audited Accounts on the Table of the House. A copy of the time bound action plan so prepared may also be made available to the Committee for their information. However, the Committee feel that the in house computer activities of CIWTCL may be enhanced and continuous monitoring of the finalisation of the documents may be strengthened to avoid recurrence of delay.

Reply of Government

The Corporation has already adopted certain steps towards rationalization of the entire procedure of compilation of Accounts and audit thereof. For timely laying of Annual Reports and Audited Accounts, the Corporation was given some time limit by the Ministry of strict compliance (copy enclosed). As a result, the time-frame of audit by the Statutory Auditors and thereafter by the Office of the CAG could be brought down to approximately 3 months, after close interface and persuasion with the Statutory Auditors and Office of the CAG. Such a long period effectively means that to hold the AGM on or before 30th September and requisite number of printed copies is made available to the Ministry by 30th November. The Corporation has to compile the accounts by 30th June of the next financial year. The Corporation has been liaisoning with the auditors and the Office of the CAG for further reduction of their time-frame so that certain unavoidable delay, if any, in compilation of Accounts can be suitable set-off. The Corporation as well as the Ministry has taken certain steps for strict adherence of the directions given by the Committee. As the first step, the Annual General Meetings for 2000-2001 and 2001-2002 were held within December. This itself is an improvement over the preceding 10 financial years. It may also be mentioned here that after adhering to the directions of the Committee, the Annual Report and Audited Accounts of the CIWTCL for the year 2001-2002 could be laid on the Table of Lok Sabha within the stipulated period. IT is also expected that the AGM for 2002-03 could be held in such a manner that the Annual Accounts can be laid on the Table of the Lok Sabha during the Winter Session of the Parliament.

[Ministry of Shipping (IWT Section) O.M. NO.WTC-13020/4/2000-2001 dated 13.2.2003)

Recommendation (Para No.2.12 of Eleventh Report)

The Committee note that the Annual Report and Audited Accounts of National Commission for Women, New Delhi for the year 1992-94 were laid on the Table of the House on 16 May, 1997 i.e. after a delay of about 28 ½ months over and above the prescribed period of nine months after close of the accounting year.

Reply of Government

The observation contained in para 2.12 is of factual nature and needs no reply

[Department of Women and Child Development O.M.No.6-1/2003-WW dated 2.7.2003)]

Recommendations (Para Nos. 2.13 to 2.15 of Eleventh Report)

The Committee regret to note that the National Commission for Women approached the audit authorities for auditing their accounts on 27.10.1994, i.e. about 7 months after the close of their accounting year and the auditors were appointed on 23.11.1994 i.e. after one month of approaching them. The Committee feel that for appointment of auditors action could have been taken in time to reduce the delay at this stage. Late action for appointment of auditors show the lack of responsibility and lethargy on the part of the officers of the Commission dealing with the work of finalisation of the documents. The Committee, therefore, recommend that this type of approach in finalisation of the document should be avoided which ultimately cause delay in subsequent stages of the finalisation of the documents.

The Committee are concerned to note that the Annual Report of the Commission for the year 1993-94 was finalized in December, 1995 and was approved in Commission's meeting held on 7.3.1996 i.e. after about 14 months after close of the accounting year as against six months recommended by the Committee since it contains only administrative matters, data and performance of the Commission and does not require to be audited. It shows the lackadaisical approach on the part of the National Commission for Women. The Committee, therefore, emphasise that henceforth the Annual Report should be finalized in all respects within 6 months of the close of the accounting year so that the same could be laid alongwith audited accounts within 9 months of the close of the accounting year.

The Committee also regret to note that after finalisation and approval of the documents, the Commission took about 9 months in translation and printing of the documents which were received by the Commission on 18.12.1996 from the printer. The Committee are bound to presume that the Commission did not take up the matter of laying of the documents with the seriousness they deserved and the things have been allowed to take its own course which led to inordinate delays. The Committee, therefore, recommend that the Commission should streamline the process of translation and printing of the documents. The tender for printing may be invited and finalized in advance to avoid any delay on this account. Immediately after approval, the work relating to translation and printing may be taken up without any loss of time. The printer may be asked to complete the printing within a time bound schedule.

Reply of Government

The observation has been noted and conveyed to WCW as a strict instruction to be followed.

[Department of Women and Child Development O.M.No.6-1/2003-WW dated 2.7.2003)]

Recommendation (Para No.2.16 of Eleventh Report)

The Committee feel dissatisfied to note that after receipt of the Annual Report and Audited Accounts from the Commission in December, 1996 the Ministry prepared "Review" and "Delay Statement" on 7.5.1997 taking thereby more than 4 months after receipt of the documents. Moreover, the Committee find that the 'Delay Statement' hardly carried any reason on account of which the report and audited accounts could not be laid in time. The Committee are constrained to observe that Committee's recommendation was not adhered to in preparing the 'Delay Statement' and it had been laid on the Table as a mere formality. In the Committee's opinion such 'Delay Statement' hardly serves any purpose and it is unfair to Parliament to withhold from it the real reasons for delay. The Committee need hardly point out that the idea behind laying on the Table of the House, a statement explaining reasons for delay is to apprise the House of the factors which were responsible for the delay or the difficulties being faced by the Ministry or the organizations concerned in compilation, auditing, translation, printing etc. of the report and the accounts so that the House/Committee might be in a position to examine those reasons and suggest corrective measures, where necessary, for future guidance. The Committee trust that, in future, due care would be taken while preparing the 'Delay Statement' in case the need so arise.

Reply of Government

Noted for compliance in future .

[Department of Women and Child Development O.M.No.6-1/2003-WW dated 2.7.2003)]

Recommendation (Para No 2.17 of Eleventh Report)

The Committee note that the Annual Report and Audited Accounts of National Commission for Women for the year 1992-93, which was the first year of their incorporation, were laid on the Table of the House on 26.8.1995 after a delay of about 20 months. These documents for the years 1994-95, 1995-96, 1996-97 and 1997-98 have been laid on the Table on 14.12.1998, 23.12.1999, 19.12.2000 and 18.12.2001 i.e. after a delay of about 35 ½ months, 36 months, 35 ½ months and 35 ½ months over and above the prescribed period of nine months after close of the respective accounting year. These documents for the years 1998-99, 1999-2000 and 2000-2001 which were due to be laid on the Table of the House by 31.12.1999, 31.12.2000 and 31.12.2001 have not so far been laid on the Table.

Reply of Government

The recommendations contained in the Annual Report pertain to subjects handled by various Ministries/Departments of the Government of India. Therefore, the Department has to circulate the recommendations to the concerned Ministries and obtain the Action Taken Report thereon. The Annual Report is laid on the Table of both the Houses of Parliament alongwith the Action Taken Report. The process of collecting an compiling the Action Taken Reports from various concerned Ministries/Departments usually takes a lot of time. In future, the time involved for this process will be minimized to the extent possible through contacts with the officers responsible in other Ministries and periodic review meetings.

The Annual Reports, memoranda of action taken in respect of the recommendations contained therein and the audited reports pertaining to the years 1998-99, 1999-2000 and 2000-01 have already been laid on the Table of Lok Sabha on the dates mentioned against each:

S.No.	Year of Annual Report	Date on which laid in Lok Sabha
1.	1998-1999	3.12.2002
2.	1999-2000	4.3.2003
3.	2000-2001	22.4.2003

According to the information supplied by the National Commission for Women, the position with regard to laying of the documents for the year 20001-02 is that audit report and certificate has been issued to the Commission on 9.12.2002 in respect of Annual Accounts for 2001-02 .

[Department of Women and Child Development O.M.No.6-1/2003-WW dated 2.7.2003)]

Recommendations (Para Nos. 2.18 and 2.19 of Eleventh Report)

In view of the persistent delay in laying Annual Reports and Audited Accounts of National Commission for Women the Committee would like to reiterate their earlier recommendation made in para 3.5 of their First Report (Fifth Lok Sabha) presented to Lok Sabha on 8 March, 1976.

"3.5 The Committee are of the opinion that normally the Annual Report and Audited Accounts of autonomous organizations should be presented to Parliament together to enable the House to have a complete picture of the working of that body. This decision should not be taken to imply that laying of reports and accounts could be delayed to any length of time. The Committee recommend that the Annual Report together with the audited accounts and audit report thereon for a particular year should be laid on the Table within 9 months of the close of the accounting year unless otherwise stipulated in the Act of Rules under which the organization has been set up. To comply with this requirement proper time schedule should be laid down for compilation of Annual Report and accounts and their auditing. The Committee feel that normally a period of 3 months would be sufficient for compilation of accounts and their submission to audit; the next 6 months might be given for auditing of accounts; for printing of the report and sending it to Government for laying. If for any reason the report, audited accounts and audit report cannot be laid within the stipulated period of nine months, the Ministry should lay within 30 days of expiry of the prescribed period or as soon as the House meet, whichever is later, a statement explaining the reasons, why the report and accounts could not be laid within the stipulated period."

In view of the above said recommendation, the Committee recommend that National Commission for Women in consultation with the Ministry may prepare a time bound programme for all the stages involved in finalisation of the documents viz. appointment of auditors, compilation of accounts, translation & printing of the documents, approval of the documents, sending them to the Ministry, preparation of 'Review" and 'Delay Statement' by the Ministry and laying on the Table of the House so that the documents could be laid within nine months after close of the accounting year. A copy of the time bound programme so prepared and the status report of the documents for the years 1998-99 onwards may be made available to the Committee.

Reply of Government

In accordance with the recommendation made by the Committee, the Department, in consultation with the National Commission for Women, has drawn up the following tentative time schedule for laying the Annual Report, ATR and the audit report in Parliament.

Annual Report

S.No.	*Item of Work*	*Tentative target date*
1.	*Draft Annual Report to be made ready by NCW*	*30 June*
2.	*Approval of annual report by full commission*	*First week of July*
3.	*Forwarding the draft annual report to the Department for taking advance action for preparing ATR*	*Second week of July*
4.	*Translation/printing work of the Annual Report to be initiated by NCW*	*Second week of July*
5.	*Department to examine the draft Annual Report and thereafter circulate the recommendations contained in it to the concerned Ministries/Departments of Government of India*	*31st July*
6.	*Printed copies in English and Hindi of the Annual Report to be sent to DWCD by NCW*	*30th September*
7.	*Action Taken Reports/comments to be collected from all the Ministries/Departments and the ATR to be compiled by*	*10th November*
8.	*Papers to be laid to be submitted for approval/authentication by the Minister-in-charge by*	*20th November*
9.	*Documents to be sent to Lok Sabha Secretariat by*	*30th November*

Audit Report

S.No.	*Item of work*	*Tentative target date*
1.	*Final accounts of the Commission to be prepared and sent to Audit by*	*31st May*
2.	*Dates of Audit (Appointment of auditors is done by C&AG on receipt of statement of accounts)*	*30th June*
3.	*Receipt of draft audit report*	*31st July*
4.	*Reply to be sent to audit by NCW*	*15th August*
5.	*Date of receipt of audit report alongwith audit certificate from C&AG*	*15th October*
6.	*Printed copies in English and Hindi of the Audit Report to be sent to DWCD by NCW*	*15h November*
7.	*Audit Report/certificate to be submitted for authentication by the Minister-in-charge by*	*20th November*
8.	*Documents to be sent to Lok Sabha Secretariat by*	*30th November*

[Department of Women and Child Development O.M.No.6-1/2003-WW dated 2.7.2003)]

Recommendation (Para No.3.9 of Eleventh Report)

The Committee note that the Annual Report and Audited Accounts of Salim Ali Centre for Ornithology & Natural History, Coimbatore for year 1996-97 were laid on the Table of the House on 13.12.1999 i.e. after a delay of about 23 ½ moths over and above the prescribed period of nine months after close of the accounting year.

Reply of Government

A statement giving the reasons for delay in laying the Annual Report and Audited Accounts was laid on the Table of both Houses on 13th December, 1999. Thereafter, the Ministry has furnished detailed information, as per questionnaire sent. The Lok Sabha Secretariat on the matter vide the Ministry's communication of even number dated 24.2.2000 for placing the matter before the Committee for their consideration. Thereafter, the Secretary (Environment & Forests, the Joint Secretary (MoEF) and the Director SACON appeared before the Committee on 12th November, 2001 and explained the reasons for delay orally.

[Ministry of Environment & Forests O.M. NO.7/1/1999.CS dated 21.1.2003]

Recommendation (Para No.3.10 of Eleventh Report)

The Committee regret to note that after approval of the Annual Report and Audited Accounts by the Governing Body of SACON, the Centre took 14 months in locating the suitable agency for translation of their documents. The Ministry also did not seem to pursue with the Centre to know the reasons for delay. If it would have been done, the Ministry of Environment & Forests could suggest them the appropriate agency at Delhi or it could have been done with the help of the staff of the Ministry. The Committee would like to know the arrangements that have been made to avoid such delay in future.

Reply of Government

After approval of the Governing Council, SACON entrusted the job of Hindi translation to an agency located at Dehradun. However, due to highly technical nature of report, the translator had to contact SACON several times for getting clarification on technical terms. Thus, the agency took considerable time for completing the job. Further the translated manuscript was sent to the Centre in floppies which got corrupted and could not be read. The floppies had to be sent back to Dehradun, resulting in considerable delay in sending the material to the Press for printing. Throughout the exercise, Ministry pursued with SACON for expediting the process. Since the Ministry has very limited number of Hindi translators, it was not possible to entrust the work of other bodies receiving to the Hindi translators of the Ministry. SACON has since streamlined the whole process. The Annual Report for the years 1999-2000, 2000-2001 and 2001-2002 were laid on 18.12.2000; 11.3.2002 and 13.12.2002 respectively.

[Ministry of Environment & Forests O.M. NO.7.1.1999.CS dated 21.1.2003]

Recommendation (Para No.3.11 of Eleventh Report)

The Committee also regret to note that the Annual Report and Audited Accounts Were sent by the Centre to the Ministry of Environment & Forests on 15.12.1998 for laying them on the Table. However, the Ministry took about 4 months in preparing 'Review' and 'Delay Statement' and getting these documents authenticated from their Minister. In the meantime, the Government resigned. Again, the Ministry got the documents authenticated on 2.12.1999 and laid on the Table on 13.12.1999. The Committee are not happy with the unreasonably long time taken by the Ministry in preparing 'Review' and 'Delay Statement' and feel it could be prepared immediately after receipt of the documents from the Centre thereby to save the delay to a large extent. The Committee hope that the Ministry of Environment & Forests would look into such unreasonable delay and would not allow them to recur in future.

Reply of Government

After the receipt of the finalized Annual Report from SACON on 15.12.1998, there was not enough time to process it, get concurrence of the IFD and obtain the endorsement of the Minister by 20th December when Winter session was coming to an end. The report was eventually submitted to IFD in January 1999 who sought some clarifications. The IFD finally concurred the report in March 1999. Thereafter, approval of the Minister could be obtained in April 1999. Meanwhile the Government resigned. The report was ultimately submitted to Table Branch on 3.12.1999, after the reconstitution of the Lok Sabha and it was actually laid on the Table of the House on 13.12.1999.

As stated above, the Annual Reports for 1999-2000, 2001-2002 have been processed and laid in the Parliament in time.

[Ministry of Environment & Forests O.M. NO.7.1.1999.CS dated 21.1.2003]

Recommendation (Para 3.12 of Eleventh Report)

The Committee note that the Annual Reports and Audited Accounts of SACONfor the years 1994-95, 1995-96 and 1996-97 were laid on the Table on 10.12.1996, 12.8.1997 and 13.12.1999 i.e. after a delay of about 11 ½ months, 7 ½ months and 23 ½ months respectively. These documents for the years 1997-98 and 1998-99 have been laid on the Table on 30.11.1999 and 15.5.2000 i.e. after a delay of about 11 months and 4 ½ months. However, the documents for the years 1999-2000 and 2000-2001 which were due for laying on the Table by 31.12.2000 and 31.12.2001 have not so far been laid.

Reply of Government

The documents for the year 1999-2000 have been laid on 18.12.2000 and for the year 2000-2001 have been laid on 11.3.2002.

[Ministry of Environment & Forests O.M. NO.7/1/1999.CS dated 21.1.2003]

Recommendations (Para Nos.3.13 & 3.14 of Eleventh Report)

The Committee regret to note that neither the Ministry nor the Centre were serious in adhering to the recommendations of the Committee on Papers Laid on the Table made in para 3.5 of their First Report (Fifth Lok Sabha) for presentation of these documents within 9 months of the close of the accounting year. The Committee reiterate their said recommendation for information and strict compliance both by the Centre and the Ministry of Environment and Forests:-

> "3.5 The Committee are of the opinion that normally the Annual Report and Audited Accounts of autonomous organistions should be presented to Parliament together to enable the House to have a complete picture of the working of that body. This decision should not be taken to imply that laying of reports and accounts could be delayed to any length of time. The Committee recommend that the Annual Report together with the audited accounts and audit report thereon for a particular year should be laid on the Table within 9 months of the close of the accounting year unless otherwise stipulated in the Act or Rules under which the organization has been set up. To comply with this requirement proper time schedule should be laid down for compilation of Annual Report and accounts and their auditing. The Committee feel that normally a period of 3 months would be sufficient for compilation of accounts and their submission to audit; the next 6 months might be given for auditing of accounts; for printing of the report and sending it to Government for laying. If for any reason the report, audited accounts and audit report cannot be laid within the stipulated period of nine months, the Ministry should lay within 30 days of expiry of the prescribed period or as soon as the House meets, whichever is later, a statement explaining the reasons why the reports and accounts could not be laid within the stipulated period."

The Committee trust that as promised to them by the representatives of Ministry of Environment & Forests, the Centre and the Ministry would be vigilant in the matter in future and ensure that all formalities including translation, printing and approval of the documents from the competent authority would be completed well in time so that the Annual Report, Audited Accounts and 'Review' could be laid on the Table of the House within nine months of the close of the accounting year.

Reply of Government

SACON has been directed to take timely action for finalisation of accounts, organization of AGM for approving the report and for Hindi translation of the Report. The Ministry strives to adhere to the time period of 9 months within the close of the accounting year for presenting the reports.

[Ministry of Environment & Forests O.M. NO.7/1/1999.CS dated 21.1.2003]

Recommendation (Para No.4.8 of Eleventh Report)

The Committee note that the Annual Report and Audited Accounts of Indian Council of Forestry Research and Education (ICFRE), Dehradun for the year 1997-98 were laid on the Table on 25.8.2000 i.e. after a delay of about 20 months over and above the prescribed period of nine months after close of the accounting year.

Reply of Government

The Ministry regrets the delay in laying 1997-98 Annual Report and Audited Accounts of ICFRE, Dehradun on the Table of the House. However, instructions have been issued to ICFRE to adhere to the time schedule for laying of the Annual Report and Audited Accounts in the Parliament.

[Ministry of Environment & Forests O.M. No.1-2/2000-RT dated 4.2.2003]

Recommendation (Para No.4.9 of Eleventh Report)

The Committee regret to note that after receipt of the accounts from ICFRE the auditors took 3 months to complete the audit. The Committee feel free to presume that after handing over the accounts to the auditors, the ICFRE did not pursue the auditors for speedy auditing. The Committee, therefore, recommend that hereafter after handing over the documents to the auditors, the ICFRE must vigorously pursue the auditors to complete their audit as early as possible and avoid unreasonable delay at this stage of finalization of the documents.

Reply of Government

The observation/advice of the Committee on Papers Laid has been noted for compliance.

[Ministry of Environment & Forests O.M. NO.7/1/1999. CS dated 21.1.2003]

Recommendation (Para No.4.10 of Eleventh Report)

The Committee distress to note that after close of the accounting year, the ICFRE, Dehradun finalized their Annual Report on 21.12.1998, got approved form the Board of Governor on 17.3.1999 and was adopted by the ICFRE Society in its Annual General Meeting held on 2.3.2000. The whole process of finalisation of Annual Report took about 26 months after closing of the accounting year as against 6 months recommended by the Committee. The Committee fail to understand the reasons for the inordinate delay occurred in finalisation of their Annual Report which is nothing more than lethargy on the part of the ICFRE Dehradun to fulfill their accountability towards the Parliament. It seems that the Ministry also did not pursue the Council to know the reasons for delay. The Committee feel that if the Ministry had timely pursued the matter with the Council, the delay could have been curtailed to a large extent. The Ministry cannot absolve itself of the responsibility of delay in this connection. The Committee, therefore, recommend that in future the Ministry should continuously wake up the Council and should give a treatment of seriousness and a sense of urgency to laying of the documents it deserve.

Reply of Government

The observation/advice of the Committee on Papers Laid has been noted for compliance.

[Ministry of Environment & Forests O.M. NO.7/1/1999.CS dated 21.1.2003]

Recommendation (Para No.4.11 of Eleventh Report)

The Committee also note that after finalisation of the documents, the ICFRE took about 4 months in translation and printing of the documents. The Committee understand that the ICFRE initiated the matter of translation and printing of the documents only after their approval and did not bother to make arrangements in advance and therein lost time. The Committee, therefore, recommend that the process of translation of the documents may be done simultaneously and the tender for printing etc. may be invited in advance to obviate any kind of delay at this stage of finalisation of the documents in future.

Reply of Government

The observation/advice of Committee on Papers laid has been noted for compliance.

[Ministry of Environment & Forests O.M. No.7/1/1999.CS dated 21.1.2003]

Recommendation (Para No.4.12 of Eleventh Report)

The Committee are unhappy to note that after receipt of the documents from the Council the Ministry of Environment and Forests took about one month in preparing 'Delay Statement' for being laid on the Table. Moreover no specific reasons elaborating the time taken at each stage of finalisation of the documents have been made in the 'Delay Statement'. In the 'Statement of reasons for delay', the Government should invariably indicate in chronological order the dates of finalisation of reports and accounts, their submission to audit, issue of Inspection Reports, replies given on points raised in the reports and finally the receipt of the audited accounts from the Audit authorities so that the House may identify the stage and extent and suggest remedial measures therefore. The Committee, therefore, recommend to the Ministry to be more vigilant while placing the documents of the organizations under their administrative charge.

Reply of Government

The observation/advice of the Committee on Papers Laid has been noted for compliance.

[Ministry of Environment & Forests O.M. NO.7/1/1999.CS dated 21.1.2003]

Recommendation (Para No.4.13 of Eleventh Report)

The Committee also note that the Annual Reports and Audited Accounts of ICFRE, Dehradun for the three years i.e. 1994-95, 1995-96, 1996-97 and 1997-98 were laid in Parliament on 16.7.1996, 12.8.1997, 20.12.1999 and 25.8.2000 respectively ie. after a delay of about 6 ½ months, 7 ½ months, 24 months and 20 months respectively. However, these documents for the years i.e. 1998-99 and 1999-2000 which were required to be laid on the table by 31.12.1999 and 31.12.2000 have been laid together on the Table of the House on 13.8.2001 i.e. after a delay of about 19 ½ months and 7 ½ months respectively. These documents for the year 2000-2001 which were required to be laid on the Table by 31.12.2001 have not so far been laid.

Reply of the Government

The delay in laying of Annual Report and Audited Account on the Table of the Parliament is regretted. However, all action necessary has been taken to ensure that the Annual Report is laid in time in future.

[Ministry of Environment & Forests O.M. No.7/1/1999.CS dated 21.1.2003]

Recommendation (Para No.4.14 of Eleventh Report)

In view of the persistent delay in laying Annual Reports and Audited Accounts, the Annual Reports and Audited Accounts recommend that in order to obviate delay in laying these documents on the Table of the House, the ICFRE, Dehradun in consultation with the Ministry should chalk out a time bound programme containing all the stages of finalisation of the documents viz. appointment of auditors, auditing of account, approval of the documents from the competent authority, translation & Printing, sending them to the Ministry and preparing 'Review' and placing them on the Table of the House by the Ministry of Environment and Forests. The programme so chalked out may be adhered to in letter and spirit to avoid delay in future. A copy of the programme so prepared may also be furnished to the Committee.

Reply of Government

The time schedule for finalisation of the Annual Report and Audited Accounts and its laying in the Parliament being as follows:

a) Finalisation of the accounts: three months from the closing of the financial year.
b) Audit by auditors appointed by C&AG: Two months w.e.f date of handing over of the Reports to the auditors.
c) Approval of the Reports by the BOG and Society: One-and-a-half months.
d) Printing of the Reports approved by the Society: One-and-a-half months.
e) Authentication and submission of the Report to the Parliament: 15 days.

[Ministry of Environment & Forests O.M. NO.7.1.1999.CS dated 21.1.2003]

Recommendation (Para No.5.11 & 5.12 of Eleventh Report)

The Committee note that the Annual Reports and audited Accounts of Henru Yuva Kendra, New Delhi, for the years 1995-96 and 1996-97 were laid together on the Table of the House on 7 August, 2000 i.e. after a delay of about 43 ½ months and 31 ½ months over and above the prescribed period of nine months after close of the respective accounting years.

The Committee are unhappy to note that the Nehru Yuva Kendra Sangathan, New Delhi approached the audit authorities for appointment of auditors for auditing their accounts for the years 1995-96 and 1996-97 only after close of the respective accounting year i.e on 23.6.1997 and 30.3.1998 i.e. after compilation of their accounts on 21.5.1997 and 9.3.1998 respectively which shows the casual approach adopted by the Sangathan in finalizing their documents. The Committee feel that there had been total lack of commitment and the approach both by the Sangathan and the Department of Youth Affairs and Sports in finalizing these documents. The Committee are not satisfied with

the difficulty put forth by the Secretary, Department of Youth Affairs and Sports, during evidence before the Committee stating that the Sangathan had an office in every district of the country and therefore collecting information, its compilation and auditing was a time consuming & voluminous work. The Committee have examined various organizations which have to collect information from various sources and they have been able to lay their documents on the Table within the stipulated period. Moreover, keeping in view all such kind of problems and various formalities involved in finalizations of the documents after a great deal of discussion with the Heads of the Ministries/Departments and Audit Authorities, the nine months period after close of the accounting year was prescribed by the Committee within which the organizations have to lay their documents on the Table of the House.

Reply of Government

Having regard to the observations of the Hon'ble Committee and with a view to avoiding recurrence of future delays, a definite time-schedule has been drawn up by the Nehru Yuva Kendra Sangathan as under:-

Accounts Compilation	:	By June end
Submission of accounts to DGCAR	:	By 1st week of July
Audit and certificate by DGACR	:	By October (This will be vigorously pursued with DGCAR)
Submission of Copies Of Annual Report to the Ministry	:	By November

All efforts will be made to adhere to the above time-frame.

[Ministry of Youth Affairs & Sport O.M.No.F.13-3/2003-YS.I dated 21.8.2003]

Recommendation (Para No.5.13 of Eleventh Report)

The Committee are concerned to note that after handing over the documents for the years 1995-96 and 1996-97 to the Auditors on 23.6.1997 & 30.7.1998, the auditors took 8 months and 10 months respectively in commencing the audit of accounts, and further 9 months and 12 months respectively were taken by them in completing audit and thereafter submitting their final Report. The Committee are bound to observe that after handing over the documents to the auditors, the Sangathan did not pursue the auditors and allowed them to take their own time. It appears that the Department of Youth Affairs and Sports also did not care to know the progress of finalisation of the documents. The Committee

are not satisfied over the manner in which the whole affairs relating to auditing of accounts have been dealt with by the Sangathan. The Department of Youth Affairs and Sports also cannot absolve itself from the responsibility of delay occurred at this stage of delay in finalisation of the documents. The Committee understand if the Department of Youth Affairs had kept a track to know the progress of finalisation of the documents, the Sangathan could have taken prompt action and regular persuasion with the Auditors to complete their job and the joint efforts both by the Sangathan and the Department of Youth Affairs could bring down the delay.

Reply of Government

In future, the Ministry will monitor closely the submission of Annual Reports and Audited Accounts by the Sangathan in a time bound manner as above.

With a view to reducing delay at the audit stage, a meeting was conducted by the Joint Secretary (Youth Affairs) with the representatives of DG (Audit) and DG, NYKS on 20.12.01. After discussion, it was unanimously agreed to work out a time –schedule (as indicated above) and follow the same scrupulously. The DGACR had promised all co-operation in the matter.

On the part, the Ministry undertakes to monitor closely the progress in the finalisation of accounts, printing of Annual Report and their submission for being laid before Parliament as per the above time-schedule.

[Ministry of Youth Affairs and Sports O.M.No.F.13-3/2003/YS.I dated 21.8.2003]

Recommendation (Para No.5.14 of Eleventh Report)

The Committee are unhappy to note that after close of the accounting years 1995-96 and 1996-97, about 26 months & 14 months respectively were taken by the Sangathan in finalizing their Annual Reports as against six months recommended by the Committee for this purpose. The Committee understand that the Annual Report which contains only administrative matters and needs no scrutiny/audit by any outside agency even though an inordinately long period of time have been taken to finalise them which shows the slow approach in finalizing their documents by the Sangathan. The Committee hope that such type of approach should be discouraged and all procedure relating to finalisation of documents shoud be streamlined and the officers involved in this process should be made accountable.

Reply of Government

Noted for compliance.

[Ministry of youth Affairs and Sports O.M.No.F.13-3/2003/YS.I dated 21.8.2003]

Recommendation (Para No.5.15 of Eleventh Report)

The Committee regret to note that after approval of the documents on 14.5.19999 from the Board of Governors, the Sangathan took 10 months in translation & printing of the documents which in itself shows that finalisation of documents and their laying on the Table of the House has been taken as a mere formality. The Committee feel that the documents laid on the Table of the House with inordinate delay lose their importance and the Members of Parliament cannot take advantage of those documents and feel themselves deter to effectively participate in the discussion during Demands for Grants of the Ministry concerned which ultimately prove fatal for the financial health of the Sangathan.

Reply of Government

Since a time bound programme has been drawn up now for submission of Annual Reports and Audited Accounts of the Sangathan to the Ministry, the same will be adhered to.

[Ministry of Youth Affairs & Sports O.M.No.F.13.3/2003/YS.I dated 21.8.2003]

Recommendation (Para No.5.16 of Eleventh Report)

The Committee deeply regret to note that after receipt of the documents from the Sangathan on 16.3.2000, the Ministry took about 5 months in preparing 'Review' and 'Delay Statement' and thereafter laying them on the Table of the House ie. on 7.8.2000. The Committee are of the opinion that when the Ministry/Department itself contributing towards delay how it can pursue or enthuse the Sangathan to avoid delay and fulfill the statutory obligation in laying these documents on the Table of the House. The Committee, therefore, recommend that the Ministry/Department should be prompt in preparing these documents and set examples for the organization under their administrative charge.

Reply of Government

The Ministry undertakes not to allow any such delay in future.

[Ministry of Youth Affairs & Sports O.M.No.F.13-3/2003/YS.I dated 21.8.2003]

Recommendation (Para No.5.17 of Eleventh Report)

The Committee note that the Annual Reports and Audited Accounts of Nehru Yuva Kendra Sangathan, New Delhi for the years 1992-93, 1993-94 and 1994-95 were laid on the Table of the House on 5.8.1998 i.e. after a delay of about 55 months, 43 months and 31 months respectively. These documents for the years 1995-96 and 1996-97 were laid on the Table on 7.8.2000 ie. After a delay of about 43 ½ moths and 31 ½ months. However, these documents for the years 1997-98, 1998-99 and 1999-2000 which were required to be laid on the table of the House on 31.12.1998, 31.12.1999 and 31.12.2000 have not so far been laid .

Reply of Government

Annual Reports and Audited Accounts for 1997-98, 1998-99 and 1999-2000 have been laid before the Parliament on 6.8.2001, 19.3.2002 and 27.11.2002 respectively.

[Ministry of Youth Affairs and Sports O.M.No.F.13-3/2003-YS.I dated 21.8.2003]

Recommendation (Para No.5.18 of Eleventh Report)

Since the representative of the Department of Youth Affairs and Sports have regretted for the delay that has occurred and assured the Committee to take necessary steps to curtail the delay and lay the required documents within the prescribed period of nine months after close of the accounting year, the Committee hope that the Department of Youth Affairs and Sports would strictly adhere to the recommendation made by the Committee and would clear the backlog. The Committee also recommend that they should also prepare a time bound schedule for completion of various stage involved in the finalisation of their documents viz. appointment of auditors, compilation of accounts, timely auditing of accounts by auditors, approval of the documents by the competent authority, translation & printing of the documents by the competent authority, translation & printing of the documents, sending them to the Ministry and finally preparing 'Review' & 'Delay Statement' and laying them on the Table by the Department of Youth Affairs. The time schedule so prepared should be monitored by some senior officers both in the Ministry of Youth Affairs and Sports as well as Nehru Yuva Kendra Sang than, New Delhi to obviate delay in future. The Committee may be apprised.

Reply of Government

Since a time bound programme has been drawn up now for submission of the Annual Reports and Audited Accounts by the Sangathan to the Ministry, the same will be strictly adhered to.

The time schedule will be monitored by the DG (NYKS) and the Joint Secretary (YA), Ministry of Youth Affairs and Sports.

[Ministry of Youth Affairs & Sports O.M.No.F-13-3/2003YS.I dated 21.8.2003]

PRASANNA ACHARYA
Chairman
Committee on Papers Laid on the Table

New Delhi
December, 2003
Agrahayana , 1925 (Saka)